

## **VSH Governing Body Meeting Minutes**

November 19, 2008, 1:30 pm

Library, 4 South Building

**Type of meeting:** Oversight

**Facilitator:** Michael Hartman, Commissioner of Mental Health

**Note taker:** Cheryl Goodwin-Abare, Administrative Assistant

**Governing Body Members:** Beth Tanzman, Deputy Commissioner of Mental Health; Dr. William McMains; Ann Moore; Paul Dupre (Director of WCMH); Patrick Flood, (Designee for Secretary Cindy LaWare); Terry Rowe, CEO at VSH

**Attendees:** Jessica Oski, Legal Department; Scott Perry, Quality Assurance Manager

### **Discussed: Approval of Meeting Minutes**

The October 15<sup>th</sup> meeting minutes were reviewed, Terry noted that numerous changes needed to be revised and it was decided that Terry would do this and the revised minutes would be reviewed at the next meeting. All were in favor of this decision.

### **Discussed: Executive Director's Report (with Terry Rowe)**

Terry handed out the Vermont State Hospital Mission, Vision, Values Statement and stated that the Vermont State Hospital Leadership team has updated this and they added: Respects the impact of trauma in individual's lives. All approved this addition.

Terry handed out the Plan of Correction for CMS. This was reviewed by Governing Body members. Terry also thanked Jessica Oski for all her help with the development of policies and helping VSH with a number of applications.

SAMSHA – Electronic Health Record discussion with FAHC – Terry has asked Anne Jerman, Nursing Administrator to contact the Ethic Project Team Leader at FAHC who will be here on December 16<sup>th</sup> to review with us the lessons they have learned from implementation so we can learn from them. This is a huge project.

(End Executive Director's Report).

**Discussed: Medical Director's Report (Dr. Tom Simpatico)**

Dr. Simpatico is in Washington at a conference.

Terry stated that Dr. Batra is covering for Medical Staff.

(End Medical Director's Report).

**Discussed: Quality Assurance Report (by Scott Perry)**

Scott Perry handed out the Patient and Employee Injury Reports, Patient Grievances for October 2008. He also handed out Episodes of Seclusion for all units from November 2007 to October 31, 2008. Episodes of Restraints for all units from November 2007 to October 31, 2008. Episodes of Emergency Involuntary Medication (EIM) November 2007-October 31, 2008.

**Discussed:** Joel Livingston met with VSH Physicians and Social Workers regarding Act 114 law.

**Other Business: Jessica Oski**

Jessica Oski reviewed the following Interim Policies:

- Interim Respiratory Services Policy
- Interim Grievance and Appeal Policy
- Interim Organ and Tissue Donation Policy
- Interim Medical Records Policy

Paul Dupre stated that the hospital was staying around a population of 45 patients and the need for VSH to build a new hospital with a population around that range.

Terry stated that the SAMSHA Fair will be December 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup>.

Beth Tanzman motioned to end the meeting, Dr. McMains seconded.

The meeting adjourned at 3:30 pm. The next meeting will be on December 17<sup>th</sup> at 1:30 pm in the Nursing Classroom.

Respectfully submitted,

Cheryl Goodwin-Abare  
Administrative Assistant  
Minute Taker